

City of Santa Clara
INTERNATIONAL EXCHANGE COMMISSION
Minutes of the February 6, 2007 meeting

COMMISSIONERS PRESENT: Chair Heidi Kozlowski, Maria Jensen, Jim Mathre, Peter Yoon
COMMISSIONERS ABSENT: R. Rushton Hurley, Eugene Mirabella, Bea Costa
CITY STAFF: Dan Beerman, Staff Liaison
VISITORS: Andrew Ratermann, SCA

Chair Kozlowski called the meeting to order at 7:05 P.M.

All present except for Hurley, Mirabella and Costa. Motion (Mathre / Yoon) to excuse all three.

I. CORRECTION/APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes of December 5, 2006 were approved. (Mathre / Yoon).

II. CORRESPONDENCE/COMMUNICATIONS

Mayor Mahan sent the Annual City Calendar to both of our Sister City mayors.

III. PUBLIC PRESENTATIONS

None.

IV. SISTER CITIES REPORT

SCA President Andy Ratermann provided the SCA report for the month of January and a copy of their latest newsletter. Jensen requested a financial report from the SCA. Andy discussed upcoming Sister City exchanges. Mathre asked staff to contact Great America about free tickets for use during these visits.

V. NEW BUSINESS

A. NorCal Conference Reports

Mirabella is to submit a written report of his attendance.

B. Permission for Home Address of SCI Mailings

Staff to submit to SCI IEC member addresses for mailings. Most members already receive the mailings.

C. Budget Update Present and Future

Staff to include FY 06-07 and FY 07-08 budget discussions in upcoming agendas.

Need to start planning on who will attend the next SCI Conference in Ft. Lauderdale, FL. Yoon has the highest priority as he has not attended a SCI Conference before. Mathre has also indicated interest. Staff to send a memo to the Council, SCA and other IEC members to see if there is any interest to attend.

VI. OLD BUSINESS

A. Other Exchange Activities and Proposals

1. Coimbra Update:
None.
2. Izumo Update:
None.

VII. COMMISSIONER REPORTS

None.

VIII. COMMISSION ACTION ITEMS

Commissioner	Action	Date Due
All	Consider info for Pending Activities Calendar	Open
All	Visitor Gift Ideas	Open
Staff	Contact Costa about absences	3/06/07
Staff	Contact Costa about attending the Ethics class	3/06/07
Mirabella	Provide written report on the NorCal Conference	3/06/07
Staff	Notice to IEC, SCA and Council about SCI Conference attendance	3/06/07
Staff	Add SCI Conference to next month's agenda	3/06/07
Staff	Add Budget discussions to upcoming agendas	3/06/07
Staff	Contact Great America about tickets for hosting use	3/06/07
Staff	Submit IEC mailing addresses to SCI for mailings	3/06/07
SCA	To submit a financial report to the IEC	3/06/07

IX. ADJOURNMENT

The next regular meeting is scheduled for Tuesday, March 6, 2007 at 7 PM in the City Manager's Staff Conference Room.

The meeting was adjourned at 8:03 PM (Mathre / Jensen).

Respectfully submitted,

Jim Mathre, Recording Secretary